



**TOWN OF OAK RIDGE CONSERVATION EASEMENT
COMMITTEE MEETING
MARCH 16, 2022 - 1:00PM
OAK RIDGE TOWN HALL
AND VIRTUALLY BY ZOOM**

MINUTES

Attendees

In Person: Chair Stephanie Ferrell, Vice Chair Ron Simpson, Aleksandra Gill, Debbie Shoenfeld, Mayor Ann Schneider, Council liaison Martha Pittman, Town Manager Bill Bruce, Planning Director Sean Taylor

By Zoom: Miles Foy

1. CALL TO ORDER

Chair Stephanie Farrell called the meeting to order at 1:00 pm.

2. APPROVAL OF FEBRUARY 16, 2021 MEETING MINUTES

Debbie Shoenfeld moved to approve the meeting minutes of February 16, 2022, Ron Simpson seconded, and the minutes were unanimously approved.

3. DISCUSSION ITEMS:

- **Review of second draft of CORE grant information sheet and application form-** The committee reviewed an updated version of the Grant Application Form and Grant Information Sheet. A few minor edits were discussed and the committee agreed by consensus to approve the form. Stephanie Farrell agreed to add proposed edits, remove highlighting, and re-route to the committee. Once edited the forms will be forwarded to PLC and PNC.
- **Website update-** The committee agreed that documents needed to be finalized before adding information to the website. Mayor Schneider suggested a CORE Grant Initiative tab will be added to the homepage, and content will include documents, press releases, etc.
- **Planning for Open House-** The committee established May 9, 10, or 11 for the Open House date, from 4-6pm at Town Hall. Mayor Schneider agreed to reach out to PLC and PNC for their availability, and to draft advertisement copy and press release. Press release to be finalized by April 20, draft ad by April 21 to be published May 5.
- **Budget-** For FY22/23 the committee requests that council restrict the remaining funds from this fiscal year and allocate an additional \$20,000 for the CORE grant program in the next budget.

4. NEXT MEETING- APRIL 20, 2022

5. ADJOURN